



Indiana Pro Bono Commission  
230 East Ohio Street, Suite 400  
Indianapolis, IN 46204

# COMBINED 2009 DISTRICT REPORT, 2011 PRO BONO GRANT APPLICATION, AND 2011 PLAN

Pro Bono District 12

Program Name: Legal Volunteers of Southeast Indiana, Inc.

Mailing Address: 318 Walnut Street

City: Lawrenceburg, IN Zip: 47025

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Judicial Appointee: Hon. Alison Frazier

Plan Administrator: Frank J Cardis, Esq.

Names of Counties Served: Dearborn, Jefferson, Ohio, Ripley & Switzerland

Number and Percentage of volunteer attorneys (as defined on page 3) who rendered pro bono service to at least one low-income client during the year or who accepted a pro bono case in 2009 per registered attorneys in district, i.e. the district's pro bono participation rate:

# 52 % 39

Please also provide pro bono participation rates by county, if available.

County	Registered Attorneys	Volunteer Attorneys	Participation Rate
Dearborn	<u>48</u>	<u>24</u>	<u>50%</u>
Jefferson	<u>33</u>	<u>10</u>	<u>30%</u>
Ohio	<u>5</u>	<u>3</u>	<u>60%</u>
Ripley	<u>45</u>	<u>14</u>	<u>31%</u>
Switzerland	<u>5</u>	<u>1</u>	<u>20%</u>

Number of volunteer attorneys (as defined on page 3) who provided pro bono representation for at least 50 hours during 2009: 11

Number of potential clients requesting help in 2009 (limit this to actual intake done or sessions in which plan administrator or his/her delegate provided more than minimal assistance): 283

Number of potential clients who were actually provided with legal services (through volunteer attorney referral or assistance organized by the plan administrator) as a result of their request: 171 [Dearborn 55%; Jefferson 23%; Ohio 4%; Ripley 18%]

Amount of grant received for 2010: \$81,100

Amount of grant (2010 and prior years) projected to be unused as of 12/31/10 - \$0

Amount requested for 2011: \$ 73,900

## 2011 PLAN SUMMARY

**1. Please write a brief summary of the 2011 grant request. Please include information regarding your district's planned activities including committee meetings, training, attorney recognition, newspaper or magazine articles, marketing and promotion. The grant request should cover needs to be addressed, methods, target audience, anticipated outcomes, and how past difficulties will be addressed.**

The mission of Legal Volunteers of Southeast Indiana, Inc. from its inception has been to provide access to justice for low-income persons. This mission is consonant with the declaration of the Indiana State Bar Association's House of Delegates that "all Indiana lawyers have an ethical and social obligation to provide uncompensated legal assistance to poor persons." Indiana Rules of Professional Conduct, Rule 6.1, Comment 1. The framework within which Legal Volunteers serves the limited means population of Southeast Indiana closely follows Rule 6.6(h). The program provides intake, screening, and referral of prospective clients. It matches cases with individual attorneys, based upon area of practice. Litigation and out-of-pocket expenses for pro bono cases are part of the plan. Legal education and training for pro bono attorneys is offered through CLE programming. Though done informally, volunteer attorneys are able to consult with experienced attorneys, having special knowledge in various areas of the law. Malpractice insurance has been secured for all volunteer attorneys. Legal Volunteers monitors its assigned cases and follows up with it volunteer attorneys, while having a healthy respect for the autonomy of its volunteer advocates. An annual awards banquet and placement of stories in industry publications and local media outlets serves to recognize the pro bono service of its lawyers. Lastly, the program provides support services, when requested, to its volunteers including training opportunities, forms libraries, training videos, access to online legal research, cooperation and referral to Indiana Legal Services and other civil pro bono providers. Without question, Legal Volunteers meets this mandate. The constant struggle is how to make our services available to an ever-increasing pool of prospective clients.

The primary focus of Legal Volunteers will remain direct representation of low-income persons. While the district intends to continue its participation in collateral programs, such as legal advice clinics (e.g. Talk to a Lawyer Today), it is evident that the need for representation and advocacy in individual case is ever-expanding. The economic downturn has led to an upturn in referrals and request for services. Many such referrals come from other non-profit agencies targeting low-income individuals. Indeed, the need for *pro bono publico* services is greater than it has been in a number of years. At the same time that the program's intake increases, it seems more difficult to encourage volunteer attorneys shoulder an increased number of referrals at a time when their own businesses suffer. Funding for the program through the Indiana Bar Foundation, the sole funding source for Legal Volunteers, also is compromised by the state of the economy. Pro bono districts are being encouraged to seek other funding sources or to engage in fund-raising. While this is a pragmatic decision for some districts, it will be especially difficult to accomplish in District 12, where the plan administrator is part-time and the demands of intake, referral, record-keeping, and maintaining the business health of the program already demand more than part-time efforts.

These are the struggles with which Legal Volunteers is faced. Fortunately, the Board of Directors is active, engaged and resolute in its determination to have a viable pro bono program in Southeast Indiana. The Board meets quarterly. The plan administrator and the treasurer of the organization, attorney Thomas Blondell, have contact at least monthly to process accounts payable and discuss the financial health of the organization. The board president, Judge Alison T. Frazier, has been accessible to address any concerns that may arise between regular board meetings. Board vacancies have been filled by seasoned attorneys and the board operates at full strength. Board membership includes at least one member of each county's bar and the larger counties have multiple representatives.

The Board of Directors is one of the strengths of the Legal Volunteers program, as the board's members are also dedicated volunteer attorneys and strong advocates for the program. They lead by example. During 2011, due to funding concerns, it is likely that the program will draw further upon its board for assistance as it seeks financial support from the bar membership. Rule 6.1 of the Indiana Rules of Professional Conduct provides that an attorney may discharge his responsibility to render public interest legal service by . . . financial support for organizations that provide legal services to persons of limited means. Further, the commentary to such rule indicates that the ISBA House of Delegates has set an aspirational goal for legal assistance at fifty hours per year, **or an equivalent financial contribution**, from each member of the bar. [emphasis added]. As a body, and hopefully with the support of the local judiciary, the Legal Volunteers Board should seek tax-deductible financial contributions from the members of the bar who are unable to perform 50 hours of services.

The ever-present issue of volunteer attorney recruitment and retention will be continue to be addressed by redoubling efforts to provide a user-friendly experience by careful case screening, simplification of case status reporting, providing educational opportunities and litigation support services, recognizing volunteer attorneys, and attempting to provide networking and social opportunities for its volunteers (such as the toy and book drive). Further, Legal Volunteers will encourage volunteer attorneys to utilize pro bono mediation services in domestic relations cases which were pledged in return for mediation training at ICLEF. We will hold quarterly board meetings, conduct at least one CLE program (6 video replays were conducted in 2009), recognize volunteers at our annual awards banquet, contribute articles to the *Indiana Lawyer* and *Res Gestae* as well as local newspaper and radio, and place program pamphlets at all courthouses.

## 2009 REPORT OF VOLUNTEER ATTORNEY CASES IN DISTRICT 12

Please attach additional pages for each pro bono provider that receives IOLTA funding, whether directly or indirectly, in your district. See the sample additional pro bono provider page 3A. Please list one case per each line in the chart below. The information provided in this chart, and the charts immediately following, should be for the calendar year 2009 and not the fiscal year.

### Definitions

Case: A legal matter referred to and accepted by a pro bono attorney volunteer. This includes mediation and GAL services.

Volunteer Attorney: An attorney who has rendered pro bono service to at least one low-income client during the year or accepted a pro bono referral from the identified program. This does not include attorneys who are in the list of pro bono volunteers but who have never taken a case. The case numbers do not include cases screened, only cases actually referred to a pro bono attorney. This also includes an attorney who has worked solely on a pending pro bono case that was neither opened nor closed during the reporting year. Volunteer attorneys for modest means programs may be counted, as long as they are separately identified as such.

Case Type: Please use the abbreviations listed in the Indiana Supreme Court Administrative Rule 8(B)(3) or any other defined abbreviation. Please be sure to include the mortgage foreclosure code of MF, if applicable.

**Program Name** (includes legal service provider, court, plan administrator, bar association, and other organizations or individuals): Legal Volunteers of Southeast Indiana, Inc.  
**IOLTA funding accounts for 100 % of total pro bono provider budget. Please state the percentage of volunteers and cases which are attributable to IOLTA funding 100 %. If this percentage is substantially more than the percentage of IOLTA funding, please explain.**

Volunteer Attorney Name	County of Case	Was case pending at beginning of 2009?	Was case opened in 2009?	Was case closed in 2009?	Number of hours worked on case if closed in 2009 (include prior years' hours)	Case type
Baudendistel, A	Dearborn	No	Yes	No	10	DR
	Dearborn	No	Yes	No	5	SC
	Dearborn	No	Yes	No	10	GU
Blondell, T	Dearborn	Yes	Yes	Yes	18	DR
	Dearborn	No	Yes	No	4	CP
	Dearborn	Yes	No	No	15	DR
	Dearborn	Yes	Yes	No	13	GU
	Dearborn	No	Yes	No	7	DR
<b>TOTAL: 45</b>	<i>No total needed</i>	<b>TOTAL: 54</b>	<b>TOTAL: 92</b>	<b>TOTAL: 120</b>	<b>TOTAL: 1344</b>	<i>No total needed</i>

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Volunteer Attorney Name	County of Case	Was case pending at beginning of 2009?	Was case opened in 2009?	Was case closed in 2009?	Number of hours worked on case if closed in 2009 (include prior years' hours)	Case type
Blondell, T	Dearborn	No	Yes	Yes	4	ES
	Dearborn	No	No	Yes	10	GU
	Dearborn	No	Yes	Yes	9	ES
	Dearborn	No	Yes	Yes	9	CP
Cardis, F	Dearborn	No	Yes	Yes	8	JP
	Dearborn	No	Yes	Yes	4	DR
	Dearborn	No	Yes	Yes	1	MI
	Dearborn	Yes	No	Yes	2	DR
	Dearborn	No	Yes	Yes	1	MI
	Dearborn	Yes	No	Yes	15	DR
	Dearborn	No	Yes	Yes	30	CP
	Dearborn	No	Yes	Yes	1	MI
	Dearborn	No	Yes	Yes	2	MI
	Dearborn	No	Yes	Yes	2	EM
	Dearborn	No	Yes	Yes	1	MI
	Dearborn	No	Yes	Yes	1	MI
	Dearborn	No	Yes	Yes	4	SC
	Dearborn	No	Yes	Yes	14	CHINS
Charls, J	Dearborn	Yes	No	Yes	20	DR
	Dearborn	Yes	No	Yes	8	DR
Coghill, P	Dearborn	No	Yes	Yes	1	AD
	Dearborn	No	Yes	Yes	1	DR
DeJulia, M	Dearborn	Yes	No	Yes	6	MI
	Dearborn	Yes	No	Yes	4	MI
	Dearborn	Yes	Yes	Yes	8	MI
	Dearborn	Yes	No	Yes	6	MI
	Dearborn	Yes	Yes	Yes	8	MI
Garner, D	Dearborn	No	Yes	No	3	GU
	Dearborn	No	Yes	Yes	3	GU
	Dearborn	No	Yes	No	4	GU
Holland, D	Dearborn	Yes	No	Yes	50	MI
	Dearborn	No	Yes	Yes	6	BK
	Dearborn	No	Yes	Yes	1	BK
McGill, A	Dearborn	No	Yes	Yes	6	DR
Meyer, Jr., D	Dearborn	Yes	No	Yes	7	DR
Sage, H	Dearborn	Yes	No	Yes	20	DR
Votaw, L	Dearborn	No	Yes	No	2	GU
Witte, M	Dearborn	Yes	Yes	Yes	2	MF

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Volunteer Attorney Name	County of Case	Was case pending at beginning of 2009?	Was case opened in 2009?	Was case closed in 2009?	Number of hours worked on case if closed in 2009 (include prior years' hours)	Case type
Sarapata, M	Dearborn	Yes	No	Yes	27	DR
	Dearborn	No	Yes	Yes	1	DR
	Dearborn	No	Yes	Yes	1	MI
	Dearborn	No	Yes	Yes	1	DR
	Dearborn	No	Yes	Yes	5	MI
	Dearborn	No	Yes	Yes	5	GU
	Dearborn	No	Yes	Yes	4	DR
Scholl, M	Dearborn	No	No	Yes	1	DR
	Dearborn	No	No	Yes	1	EU
	Dearborn	No	No	Yes	1	DR
	Dearborn	Yes	No	Yes	2	MF
Schwarz, A	Dearborn	No	Yes	Yes	3	DR
	Dearborn	No	Yes	Yes	1	DR
	Dearborn	No	Yes	No	10	DR
Sorge, G	Dearborn	No	Yes	Yes	1	MI
	Dearborn	No	Yes	Yes	3	DR
	Dearborn	No	Yes	Yes	5	DR
	Dearborn	No	Yes	Yes	4	CR
	Dearborn	No	Yes	Yes	4	DR
	Dearborn	No	Yes	Yes	4	DR
Wyly, B	Dearborn	No	Yes	Yes	65	DR
	Dearborn	No	Yes	Yes	20	DR
	Dearborn	No	Yes	Yes	5	DR
	Dearborn	No	Yes	Yes	35	DR
Zerbe, M	Dearborn	Yes	No	Yes	5	GAL
	Dearborn	Yes	No	Yes	10	GAL
Zerbe, D	Dearborn	No	Yes	Yes	4	GU
Joas, J	Jefferson	Yes	No	Yes	6	DR
	Jefferson	Yes	No	Yes	3	DR
	Jefferson	Yes	No	Yes	6	DR
	Jefferson	No	Yes	Yes	3	MI
Barlow, R	Jefferson	Yes	No	Yes	3	DR
	Jefferson	Yes	No	Yes	12	CP
	Jefferson	Yes	No	Yes	3	SC
	Jefferson	Yes	Yes	Yes	4	DR
	Jefferson	Yes	No	Yes	9	DR
	Jefferson	Yes	No	Yes	4	SSI
	Jefferson	No	Yes	Yes	4	GU
	Jefferson	Yes	No	Yes	12	CC

**Program Name** (includes legal service provider, court, plan administrator, bar association, and other organizations or individuals): Legal Volunteers of Southeast Indiana, Inc.  
**IOLTA funding accounts for 100 % of total pro bono provider budget. Please state the percentage of volunteers and cases which are attributable to IOLTA funding 100 %. If this percentage is substantially more than the percentage of IOLTA funding, please explain.**

Volunteer Attorney Name	County of Case	Was case pending at beginning of 2009?	Was case opened in 2009?	Was case closed in 2009?	Number of hours worked on case if closed in 2009 (include prior years' hours)	Case type
Cardis, F	Jefferson	No	Yes	Yes	1	MI
Colussi, J	Jefferson	Yes	Yes	No	28	JP
	Jefferson	Yes	No	No	127	CC
	Jefferson	Yes	Yes	Yes	37	GU
	Jefferson	No	Yes	Yes	31	CHINS
Sage, H	Jefferson	Yes	No	Yes	20	SSI
	Jefferson	No	Yes	No	5	CC
	Jefferson	No	Yes	No	20	Medicaid
	Jefferson	No	Yes	No	10	Medicaid
	Jefferson	No	Yes	No	12	Medicaid
	Jefferson	Yes	No	No	18	SSI
	Jefferson	No	Yes	Yes	3	Medicaid
	Jefferson	Yes	No	Yes	2	DR
	Jefferson	Yes	No	Yes	4	DR
	Jefferson	Yes	No	Yes	4	DR
Schwartz, A	Jefferson	Yes	No	Yes	4	DR
	Jefferson	Yes	No	Yes	6	DR
	Jefferson	Yes	No	Yes	11	DR
	Jefferson	Yes	No	Yes	4	DR
Sparks, S	Jefferson	Yes	No	Yes	20	AD
	Jefferson	No	Yes	Yes	5	DR
	Jefferson	No	Yes	Yes	1	DR
	Jefferson	No	Yes	Yes	1	MI
Walro, M	Jefferson	No	Yes	Yes	3	GU
Cardis, F	Ohio	No	Yes	Yes	1	MI
Siekman, L	Ohio	No	Yes	Yes	4	AD
Volunteer1	Ohio	No	Yes	Yes	12	MF
	Ohio	No	Yes	No	85	BF
Colussi, J	Ripley	Yes	No	Yes	342	MI
Dorenbusch, Jr. J	Ripley	No	Yes	No	3	DR
	Ripley	No	Yes	Yes	6	DR
	Ripley	Yes	No	Yes	2	DR
Eaton, L	Ripley	Yes	No	Yes	10	GU
	Ripley	Yes	No	Yes	6	MI
	Ripley	No	Yes	Yes	4	GU

**Program Name** (includes legal service provider, court, plan administrator, bar association, and other organizations or individuals): Legal Volunteers of Southeast Indiana, Inc.  
**IOLTA funding accounts for 100 % of total pro bono provider budget. Please state the percentage of volunteers and cases which are attributable to IOLTA funding 100 %. If this percentage is substantially more than the percentage of IOLTA funding, please explain.**

[illegible]

## 2009 REPORT OF VOLUNTEER ATTORNEY LIMITED INFORMATION ACTIVITY IN DISTRICT 12

This limited legal information chart can include activities such as pro se clinics and call-in or walk-in informational services.

Please attach additional pages for each pro bono provider that receives IOLTA funding, whether directly or indirectly, in your district. See the sample additional pro bono provider page 4A. Please list each attorney only once in the volunteer attorney column but complete one line for each type of legal information activity for that attorney.

**Program Name** (includes legal service provider, court, plan administrator, bar association, and other organizations or individuals): Miscellaneous Organizations

Volunteer Attorney Name	County	Type of Activity	Number of Hours
Blondell, T	Dearborn	General Consultation	15
Cardis, F	Dearborn	Board	12
	Dearborn	TTALT	8
Charls, J	Dearborn	TTALT	2
DeJulia, M	Dearborn	Contract	4
	Dearborn	General Consultation	20
	Dearborn	TTALT	2
Garner, D	Dearborn	General Consultation	3
	Dearborn	Atty for NP Corporation	6
	Dearborn	General Consultation	15
	Dearborn	General Consultation	25
	Dearborn	TTALT	2
Holland, D	Dearborn	TTALT	3
	Dearborn	General Consultation	10
Miller, A	Dearborn	TTALT	2
Siekman, L	Dearborn	TTALT	2
Sorge, G	Dearborn	TTALT	2
Votaw, L	Dearborn	TTALT	2
Weissmann, L	Dearborn	Legal Education	10
Weldon, D	Dearborn	TTALT	2
Witte, M	Dearborn	General Consultation	1
	Dearborn	Board Services	8
	Dearborn	TTALT	2
Barlow, R	Jefferson	General Consultation	30
	Jefferson	Board Services	10
	Jefferson	General Consultation	5
	Jefferson	TTALT	2
Colussi, J	Jefferson	General Consultation	10
	Jefferson	TTALT	2
Goering, W	Jefferson	TTALT	2
<b>TOTAL: 16</b>	<b>25</b>		<b>TOTAL: 333</b>
<b>OVERALL VOLUNTEER ATTORNEY TOTAL: 52</b>			<b>OVERALL HOURS TOTAL: 1677</b>



**Program Name** (includes legal service provider, court, plan administrator, bar association, and other organizations or individuals): Miscellaneous Organizations

Volunteer Attorney Name	County	Type of Activity	Number of Hours
Sage, H	Jefferson	General Consultation	25
	Jefferson	General Consultation	15
	Jefferson	General Consultation	5
	Jefferson	TTALT	6
Schwarz	Jefferson	TTALT	2
Stotts, M	Jefferson	TTALT	2
Walro, M	Jefferson	TTALT	2
Ertel, J	Ripley	TTALT	2
Lindenmeyer, M	Ripley	Real Estate	3
	Ripley	Taught Legal Class	16
	Ripley	Estate Planning	12
	Ripley	Probate	8
Schuerman, J	Ripley	TTALT	2
Watson, J	Ripley	TTALT	2
Weiler, K	Ripley	Estate	2
	Ripley	Consultation	1
	Ripley	Consultation	1
	Ripley	Consultation	8

2009 REPORT
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Please list your District's 2009 activities—including committee meetings, training, attorney recognition, newspaper or magazine articles, marketing and promotion—in chronological order.

<u>Date</u>	<u>Activity</u>
01/06/09	Mailing to all attorneys re: TTALT event
01/08/09	Dearborn & Ohio Counties Monthly Bar Meeting
01/08/09	Wrote article for Res Gestae
01/08/09	Radio – Eagle Radio re: TTALT
01/09/09	TTALT (3 locations – Batesville, Lawrenceburg & Madison)
02/05/09	Dearborn & Ohio Counties Monthly Bar Meeting
03/05/09	Dearborn & Ohio Counties Monthly Bar Meeting
03/10/09	Quarterly Mailing to all Clients Verifying Needs
04/02/09	Dearborn & Ohio Counties Monthly Bar Meeting
04/27/09	Pro Bono Retreat, DePauw
05/06/09	IPBC Meeting
05/12 – 05/15/09	ABA/NLADA Equal Justice Conference in Orlando, Florida
06/04/09	Dearborn & Ohio Counties Monthly Bar Meeting
06/10/09	Completion of all current and past tax returns
06/12/09	CLE Foreclosure – Madison, Indiana
06/29/09	Meeting with Judge Frazier and Mary Fondrissi
07/02/09	Dearborn & Ohio Counties Monthly Bar Meeting
07/15/09	Board Meeting
07/24/09	Meeting with Judge Frazier
08/03/09	Southern Regional Meeting
08/06/09	Dearborn & Ohio Counties Monthly Bar Meeting
08/14/09	CLE Foreclosure – Batesville, Indiana
09/03/09	Dearborn & Ohio Counties Monthly Bar Meeting
09/28/09	Awards Banquet
10/01/09	Dearborn & Ohio Counties Monthly Bar Meeting
11/05/09	Dearborn & Ohio Counties Monthly Bar Meeting
11/06/09	ISBA Annual Meeting / Plan Administrator's Retreat
12/03/09	Dearborn & Ohio Counties Monthly Bar Meeting
12/10/09	Toy & Book Drive / Party
12/15/09	Attorney Recognition – Paperweights to all attorneys

## 2009 REPORT

**Please provide a short summary of how the provision of pro bono service is coordinated in your district, including the intake process, the relationships of pro bono providers in the districts, how referrals are made, and how reporting is done.**

Legal Volunteers conducts its intake process internally. Program information is made available to the public by placement of informational brochures in county courthouses and publication on state court web resources. Local social service agencies, governmental agencies, the courts, and volunteer attorneys are additional sources for referrals. Indiana Legal Services, Inc., New Albany office remains a secondary intake conduit for the program, as all overflow cases from ILSI are referred to our program. Client intake is accomplished exclusively by telephone, with applicants making initial contact with the plan administrator or his administrative assistant. A toll free number is available for long distance calls or persons using payphones. Applicants are thereafter scheduled for a telephone appointment on Thursdays, where basic information is gathered. Because Legal Volunteers initiates the call, prospective clients incur no expense for this call. Thereafter, an initial determination is made whether the applicant qualifies financially for the program and whether the area of legal need falls within guidelines. Financial guidelines require the applicant to have household income less than 125% of the federal poverty guidelines (with up to 200% in limited circumstances). In mortgage foreclosure matters, applicants can earn up to 200% of the guidelines and remain eligible for services. Further, a foreclosure action must have been filed.

Once initial eligibility has been determined, the plan administrator attempts to match the applicant with a volunteer attorney. Once a volunteer attorney has been located, the intake information is sent to the attorney with a letter indicating that the applicant has been directed to initiate contact with the attorney. Once the volunteer attorney notifies the program whether the referral is accepted, the applicant is notified to contact the volunteer attorney. Once the matter has concluded, the volunteer attorney notifies the program, indicating the hours worked. In addition, the plan administrator contacts all attorneys throughout the district at least semi-annually by e-mail, fax and/or letter to request information regarding case status and hours worked for cases referred through the program, as well as other pro bono hours originating from other sources. Such information is currently maintained in a database.

Legal Volunteers and Indiana Legal Services Inc. have worked closely since the advent of this program. Formerly, ILSI performed all intake services for District 12 and administered its funds. Though this relationship changed in August, 2006, Legal Volunteers continues to receive referrals from ILSI on overflow cases or clients needing services not permitted under ILSI regulations. The ILSI managing attorney, J. Mark Robinson, continues to be an integral member of the District 12 board. The continuity of this cooperative relationship is a priority of both ILSI and Legal Volunteers.

**Please describe any special circumstances affecting your District's 2009 implementation of its plan.**

The early days of 2009 began the Board of Directors of Legal Volunteers having vacancies in the office of President/Judicial Appointee, Vice President, and Secretary. Corporate business was carried out by committee, with the Plan Administrator making many executive decisions and seeking later ratification from the board. Judge Alison Frazier of the Jefferson Superior Court was eventually appointed by the Chief Justice to serve as judicial appointee/board president. Quarterly board meetings were conducted, new officers were elected, and business continued. Judge Frazier and the members of the Jefferson County Bar suffered through the devastating fire at the Jefferson County Courthouse in Madison and the resulting chaos. While operation of the Jefferson County Courts continued, members of the Jefferson County Bench and Bar contributed time to that project that may have been devoted to other ventures, including the pro bono program.

In 2009, Legal Volunteers completed the task of submitting belated tax filings for the unincorporated entity that was its predecessor. While waiver of penalties was sought, the IRS did not waive such penalties. Although it was anticipated that a special grant request would be needed to cover the liability, Legal Volunteers utilized its own funds for such payments in early-2010.

**BUDGETS for 2009, 2010 and 2011 for District # 12**

<b>Income Category</b>	<b>Final 2009 Income</b>	<b>2010 Actual Income To June 15th</b>	<b>2010 Budget</b>	<b>2011 Budget</b>	<b>Difference between 2010 and 2011</b>
<b>A. INCOME</b>					
1. IOLTA Grant Amount	<b>81,800</b>	<b>81,100</b>	<b>81,100</b>	<b>73,900</b>	<b>( 7,200)</b>
2. Previous year IOLTA grant carryover		<b>3,366</b>			
Other Income: <i>Explain source in narrative</i>					
<b>3.</b>					
<b>4.</b>					
<b>5. Total Income (sum of lines A1-A4)</b>	<b>\$ 81,800</b>	<b>\$ 84,466</b>	<b>\$ 81,100</b>	<b>\$ 73,900</b>	<b>\$ (7,200)</b>
<b>Expense Category</b>	<b>2009 Actual Expendi- -tures</b>	<b>2010 Actual Expenditures to June 15<sup>th</sup></b>	<b>2010 Budget</b>	<b>2011 Budget</b>	<b>Difference between 2010 and 2011</b>
<b>B. PERSONNEL EXPENDITURES</b>					
1. Plan Administrator (Salary & FICA)	<b>34,992</b>	<b>17,496</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>
2. Paralegals (Salary & FICA)	<b>15,000</b>	<b>7,500</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>
3. Support Staff	<b>1,000</b>	<b>200</b>			
Other – <b>Please Explain</b>					
4. Employee Benefits					
a. Insurance (WC, Health, Life)	<b>7,008</b>	<b>3,504</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>
b. Retirement plans					
c. Other- <b>Please Explain</b>					
<b>5. Total Personnel expenditures (sum of lines B1-B4c)</b>	<b>\$ 58,000</b>	<b>\$ 28,700</b>	<b>\$ 57,000</b>	<b>\$ 57,000</b>	<b>\$ 0</b>
<b>C. NON-PERSONNEL EXPENSES</b>					
1. Occupancy (include utilities)	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2. Equipment Rental	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3. Office Supplies	<b>2,222</b>	<b>876</b>	<b>3,000</b>	<b>2,500</b>	<b>( 500)</b>
4. Telephone	<b>1,303</b>	<b>762</b>	<b>1,500</b>	<b>1,000</b>	<b>( 500)</b>
5. Travel	<b>336</b>	<b>846</b>	<b>500</b>	<b>500</b>	<b>0</b>
6. Training/Conferences	<b>143</b>	<b>0</b>	<b>1,000</b>	<b>500</b>	<b>( 500)</b>
7. Library/Info. Technology	<b>522</b>	<b>300</b>	<b>1,000</b>	<b>500</b>	<b>( 500)</b>
8. Malpractice Insurance/D&O insurance	<b>2,244</b>	<b>2,381</b>	<b>3,000</b>	<b>2,700</b>	<b>( 300)</b>
9. Dues and Fees	<b>325</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>
10. Marketing & promotion	<b>666</b>	<b>102</b>	<b>2,500</b>	<b>1,500</b>	<b>( 1,000)</b>
11. Attorney recognition	<b>6,434</b>	<b>0</b>	<b>6,000</b>	<b>5,000</b>	<b>( 1,000)</b>
12. Litigation expenses	<b>667</b>	<b>35</b>	<b>1,500</b>	<b>1,000</b>	<b>( 500)</b>
13. Equipment Acquisition	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
14. Contract Services	<b>2,400</b>	<b>1,200</b>	<b>2,400</b>	<b>0</b>	<b>( 2,400)</b>
15. Grants to other pro bono providers	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
16. Other- <b>Please Explain</b>	<b>3,172</b>	<b>8,449</b>	<b>1,500</b>	<b>1,500</b>	<b>0</b>
<b>17. Total Non-Personnel Expenditures (sum of lines C1-C16)</b>	<b>20,434</b>	<b>14,951</b>	<b>24,100</b>	<b>16,900</b>	<b>( 7,200)</b>
<b>D. TOTAL EXPENDITURES (sum of B5 &amp; C17)</b>	<b>78,434</b>	<b>43,651</b>	<b>81,100</b>	<b>73,900</b>	<b>( 7,200)</b>
<b>E. ENDING FUND BALANCE (A5 less D)</b>	<b>3,366</b>	<b>40,851</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **2011 Budget Narrative**

Please provide descriptions of the following line items in the foregoing budget chart, by item number, in the space provided. Please explain any other budget entries that are not self-explanatory, including other sources of income and any significant deviation in requests from previous years.

Lines (B) (1), (2), (3), (4) Please indicate the number of hours per week for each personnel position, rate of pay, and all employee benefits.

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(B)(1) – Frank Cardis is District 12’s part time Plan Administrator, working 20 – 25 hrs per week.

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(B)(2) – Paralegal includes a part time person working 25 hours a week at \$11/hr with no benefits.

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(B)(4A) – Health insurance is provided for Mr. Cardis.

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Line (C) (1) Please describe the occupancy cost in terms of square footage, utilities or other amenities and indicate whether the occupancy cost is above or below the market rate for that space.

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(C)(1) – Occupancy – Rent, all utilities, phone system, internet access is donated by Mr. Cardis.

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(C)(17) – Other – Accounting Fees and Corporate Fees required for annual tax reporting and Annual Filing Fees.

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Line

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**One supplemental, explanatory page may be added to the end of this report and plan.**

<b>ANNUAL TIMETABLE FOR IOLTA GRANT FORM SUBMISSION:</b>
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January, April, July and October:	Quarterly IOLTA payments distributed
July 1:	Annual report, plan and grant application due to IPBC
November:	Notification of awards
December 1:	<b>IBF grant agreement due and revised budget due</b>